



**DEAL MARITIME AND LOCAL HISTORY MUSEUM**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

**CHARITY NUMBER 1168344**

**Ian Redding (Treasurer)  
Kathryn Reilly (Co-Chair)  
Lisa Redding (Co-Chair)**

**DEAL MARITIME AND LOCAL HISTORY MUSEUM  
(A CHARITABLE INCORPORATED ORGANISATION)  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**DEAL MARITIME AND LOCAL HISTORY MUSEUM  
(A CHARITABLE INCORPORATED ORGANISATION)  
FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**ADMINISTRATIVE / LEGAL INFORMATION**

REGISTRATION DETAILS:	<p>DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, Registered in England and Wales</p> <p>Charity Number: 1168344</p>
GOVERNING DOCUMENT	<p>DEAL MARITIME AND LOCAL HISTORY MUSEUM is a registered Charitable Incorporated Organisation, governed by the Charities Act 2011, Companies Act 2006 and its associated constitution.</p>
COMMITTEE MEMBERS	<p><b>At 31 December 2023:</b></p> <p>Kathryn Reilly ..... Co-Chair  Fay Franklin ..... Trustee  Suzanne Green ..... Trustee  Mark Kelly..... Trustee  Lisa Redding ..... Co-Chair  Ian Redding..... Treasurer  Helen Robertson..... Trustee  Helga Wood ..... Trustee</p> <p><b><i>Resigned during 2023:</i></b>  <b><i>There were no resignations during 2023</i></b></p>
REGISTERED OFFICE	<p>DEAL MARITIME AND LOCAL HISTORY MUSEUM  22 St George's Road  DEAL  Kent  CT14 6BA</p>
BANKERS	<p><b>A/ To April 2023:</b>  National Westminster Deal Branch  31 High Street  Deal CT14 6EW</p> <p><b>B/ From April 2023:</b>  Unity Trust Bank  4 Brindley Place  Birmingham B1 2JB</p>
INDEPENDENT EXAMINERS	<p>Bronwen Robson</p> <p>(Though not required by Charity Law until annual income reaches £25,000 or more).</p>

## **DEAL MARITIME AND LOCAL HISTORY MUSEUM**

### **(A CHARITABLE INCORPORATED ORGANISATION) REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

The Trustees present their report and financial statements for the period ended 31 December 2023.

#### **PRINCIPAL ACTIVITIES**

The objects of the DEAL MARITIME AND LOCAL HISTORY MUSEUM are specifically restricted to being for the public benefit, to establish and maintain a museum in Deal for the exhibition of artifacts and displays illustrating the history of Deal, Walmer, and district.

It delivers this through:

- The extension, enhancement, preservation, maintenance, and storage of the museum's collections.
- The fostering of an environment where visitors of all ages are enabled to explore, and be inspired by, the history of the local area.
- The provision of opportunities for research and learning relating to the museum's collections.
- The facilitation of the on-going recording of the history of Deal, Walmer, and district.

#### **ACHIEVEMENTS AND PERFORMANCE**

Having secured Accredited Museum status in 2022, during 2023 we moved the Museum forward significantly in terms of ambition and physical action.

- In a move to improve our financial management, and to better reflect our values, we changed our bank to Unity Trust and opened a deposit facility, to maximise our reserves.
- Improvements to the fabric of the building have included
  - the rewiring of our large downstairs gallery and WC,
  - the installation of improved and more energy efficient lighting,
  - the fitting of safety film to all our glass display cabinets and glazed exhibits, and
  - the building of a new cabinet for the uniforms in our Royal Marines display.
- Externally, an entertainment area with a bespoke stage has been created, we have improved and increased the planting in the courtyard and have also joined the local Deal Hop Farm.
- The courtyard improvements have enabled us to hold various events during the summer including an evening of poetry and music, and a Family Day with a Punch and Judy puppet show, face painting, and quizzes to encourage young people to explore the Museum.

We have continued to review our collections and have

- Acquired new exhibits that help us better tell the story of Deal and its people,
- Disposed of items not Deal related to other more appropriate Museums or private collectors,
- Returned 8 gravestones to their original location at neighbouring St George's churchyard, and
- Completed the rationalisation of the Museum's archives and ensured that every artefact is now properly documented.

We have been developing our activities and outreach, having

- Secured funding from the National Lottery Heritage Fund to introduce InfoPoint to the Museum, thus giving us a new, interactive element for visitors which we will continue to develop alongside our volunteers and local communities,
- Begun a long-term initiative to document the important gay history of the town, with oral histories telling this largely untold aspect of Deal's history,

- Developed local partnerships with groups such as the Deal Pirates, who have helped us with heavy lifting, cleaning etc., and
- Increased our involvement with the Wheels of Time initiative, which encourages young people to visit heritage attractions across Kent, and with both the Association of Independent Museums and Stronger Kent Communities to strengthen our management practices and gain the latest intelligence on best practice.

This was all achieved while also welcoming over 2,000 visitors, carrying out archive and artefact searches when requested, facilitating out of hours visits for Historical Societies and school groups, and changing our displays throughout the season to encourage repeat visits.

The Museum does not charge an entrance fee, but asks for donations instead, a decision taken by Trustees after COVID to encourage visitors back which appears to have been successful. We also have increased our revenue through the Museum Shop, which has also held stalls externally during the year at Deal's Saturday Town Market, on the High Street at Christmas, and at other locally organised events. The Shop contains a variety of Museum souvenirs, many of them unique to the Museum, books focussing on local history, and artwork from local artists.

Effective governance of the Museum has continued throughout the year with Trustees meeting regularly, minutes recorded, and actions undertaken. Many of our achievements have been possible through the continuity of the Trustee Board, there having been no change of Trustees during the year.

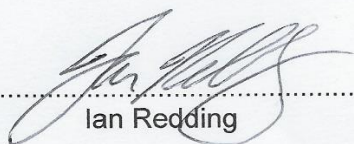
#### STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees of the Charity are required to prepare financial statements for each financial year which give a true and fair view of the state of financial affairs of the Charity at the end of the year and of its financial activities during the year then ended. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the project will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose at any time the financial position of the Charity. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed.....Treasurer

  
Ian Redding



# **DEAL MARITIME AND LOCAL HISTORY MUSEUM REPORT OF THE CHAIR AND TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023**

## **FINANCIAL REVIEW**

The results of the year's operation are set out in the attached financial statements:

The net movement in funds for the year amounted to minus £6,287

The retained reserves on 31 December 2023, amounted to £35,148 (including restricted and unrestricted funds, but excluding the value of the Museum Premises).

The Trustees have been aware of the need to comply with good practice guidelines on free reserves and DEAL MARITIME AND LOCAL HISTORY MUSEUM policy is included in the notes to the accounts.

## **RISK MANAGEMENT**

The Trustees have examined the major risks which DEAL MARITIME AND LOCAL HISTORY MUSEUM faces and believe that maintaining free reserves at a reasonable level, combined with an annual review of the controls over key financial systems will provide sufficient resources in the event of adverse conditions.

The Trustees have also examined other operational and business risks which the Charity faces and confirm that they have established systems to mitigate the significant risks.

## **RESERVES POLICY**

The Museum's reserves policy has been drawn up in accordance with the Arts Council's Guidance of 2019 regarding reserves in Arts and Cultural Organisations.

The Museum benefits from being the freehold owner of its building, having been gifted it specifically for the purpose, hence its value is reflected in Restricted Funds. However, this, along with the fact that the Museum is run on a largely voluntary basis, means that annual overheads are relatively low, and fundraising is regularly undertaken for specific activities and projects, so these again are accounted for on a Restricted Funding basis.

On 31<sup>st</sup> December 2023, Unrestricted Fund balances totalled £24,493; however, in consideration of the charity's role as Museum and taking account of potential risks to the charity and its activities, Trustees have agreed that it is necessary to continue to designate the following sums from Unrestricted balances to both protect and develop the important collection for which they are responsible:

- £10,000 - For upkeep and maintenance of building and displays.
- £10,000 - For acquisition of artifacts of historical importance to enhance the collection.

The Trustees also recognise that, should the Museum have to close, it would likely take at least 12 to 18 months to dispose of the collection and the building in a manner to ensure this can be done in accordance with requirements of the Museum's charitable status and purpose. Therefore, the organisation needs to maintain levels of reserves that amount to 18 months running costs: excluding professional fees and other 2023 one-off costs which won't be incurred in 2024, this totals some £15,500 at 2023 levels.

Therefore, at the start of 2024, Trustees were continuing to seek to increase their levels of unrestricted income to help provide adequately for any potential scenario that might reasonably be anticipated.

This Reserves Policy is kept under regular review, to reflect changing activities of the Museum, its outreach into the local communities and beyond, and the future ambitions of both the Trustees and the Museum's clients and visitors.

## TANGIBLE FIXED ASSETS

The Charities fixed assets fall into 3 main categories as follows:

**Museum Buildings** - The Charity's primary asset is its building which was gifted by Miss Nora Oppitz specifically for the purpose. In 2021 Trustees recognised the importance of recording the value of the building within its annual accounts, to provide a clearer picture of the financial status of the organisation. Local estate agents Bright and Bright gave a valuation of £550,000 which is the figure reflected in the Balance Sheet. Since the valuation, local property values have initially increased but then decreased a little; and have returned again to similar levels as 2021.

**Museum Fixtures and Fittings** - The Charity has existed for 51 years and has inherited its fixtures, fittings, display cases, etc. from many local people and local businesses, all gifted. As there was no cost to the Charity of acquiring these items, they do not bear a value in the annual accounts; should specialist fittings need to be purchased with a longer-term value, these will be reflected in the accounts and depreciated in value over their useful life.

**Museum Exhibits** – The Charity is regularly gifted new exhibits by area residents, and local tradespeople, and it is an ongoing exercise to catalogue these to provide a transparent record of their heritage value. As there was no cost to the Charity of acquiring these items to date, they do not bear a value in the annual accounts. However, there is always the potential for important local artefacts to become available and which would greatly enhance the collection if purchased by Trustees for the Museum. Should such purchases occur, they will be reflected in the accounts at cost.

## FUNDS AVAILABLE

The present level of funding is adequate to support the continuation of the Charity operations for the short to medium term, and the trustees consider the financial position of the Charity to be satisfactory.

## VOLUNTEERS

DEAL MARITIME AND LOCAL HISTORY MUSEUM recognises the vital roles played by its many volunteers and, as a primarily volunteer-managed and volunteer-run organisation, the importance of all their varied contributions to ensuring the success of the Charity, and to creating the opportunities for future expansion of the Museum's work, its outreach, and the development of partnerships and active collaboration with other local voluntary and statutory bodies.



**DEAL MARITIME AND LOCAL HISTORY MUSEUM**  
**(A Charitable Incorporated Organisation)**  
**INDEPENDENT EXAMINATION OF ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**Responsibilities and basis of report**

The Trustees of the charity are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). Where required, it is the role of an Independent Examiner to undertake an examination of the Trust's accounts in accordance with section 145 of the 2011 Act, following applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

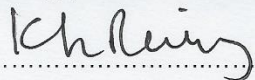
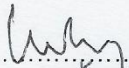
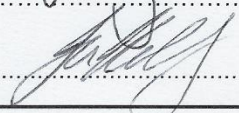
**The Requirements for Independent Examination or Audit**

All charities with an annual income above £25,000 are required to have either an independent examination of accounts or an audit. All charities with an annual income above £1m (or with an income over £250,000 and assets above £3.26m) are required to have an audit.

The scrutiny required can also depend on a charity's legal structure, level of income, and the wording in its constitution (for example, as unincorporated charities, Charitable Incorporated Organisations, or Charitable Companies). Charities with an income above £250,000 require a professionally qualified examiner or be a member of a body specified in the Charities Act 2006.

Further detailed explanations can be found at [Charity reporting and accounts | Resource Centre](#), including requirements for Annual Reporting to the Charity Commission.

Though the charity only had income of £23,330 in 2023, Trustees considered it advantageous to appoint an Independent Examiner and better ensure accountability and transparency to reflect its increasingly ambitious activities and anticipated associated financial turnover.

	..... Kathryn Reilly (Co-Chair)	..... 25/10/24 Date
	..... Lisa Redding (Co-Chair)	..... 25/10/24 Date
	..... Ian Redding (Treasurer)	..... 25/10/2024 Date

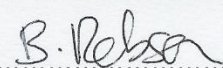
**Independent Examiner's statement**

The Independent Examiner's role is to ensure that no material matters have come to their attention in connection with the examination which gives them cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the charities (Accounts and Reports) Regulations 2008 other than any requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I can confirm to the Trustees that I have no such concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report to enable a proper understanding of the accounts to be reached.

In examining the 2023 accounts, it was apparent that the organisation has many minor historic Restricted Funds which have not been used in recent years, though Museum activity shows spending on related items from Unrestricted sources. I recommend to Trustees that they examine these during 2024 and adopt a policy relevant to activities as an accredited Museum, and to Restrict only those Funds given for specified purchases, projects, or outcomes.

	..... Bronwen Robson	..... 25/10/2024 Date
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**DEAL MARITIME AND LOCAL HISTORY MUSEUM**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR YEAR ENDED 31ST DECEMBER 2023**

	<u>Notes</u>	UNRESTRICTED FUNDS £	RESTRICTED FUNDS £	2023 TOTAL £	2022 TOTAL £
<b><u>INCOMING RESOURCES</u></b>					
Voluntary Income	<b>J and K</b>	10,058	13,292	23,330	15,836
<b>Total Incoming Resources</b>		10,058	13,272	23,330	15,836
<b><u>RESOURCES EXPENDED</u></b>					
Charitable Activities	<b>J and K</b>	19,417	10,200	29,617	15,825
<b>Total Resources Expended</b>		19,417	10,200	29,617	15,825
<b>Net Incoming Resources</b>		-9,359	3,072	-6,287	11
Fund Balance brought forward		33,852	7,583	36,008	40,490
Creditor written back		0	0	0	0
<b>Fund Balance Carried forward</b>		<b>24,493</b>	<b>10,655</b>	<b>35,148</b>	<b>40,501</b>

**DEAL MARITIME AND LOCAL HISTORY MUSEUM  
BALANCE SHEET  
AT 31ST DECEMBER 2023**

	<u>Notes</u>	<u>2023</u>	<u>2022</u>
		£	£
<b>Fixed Assets</b>		<u>550,000</u>	<u>550,000</u>
<b>Current Assets</b>			
Stock	g	2,958	1,646
Deposits and Cash		1,231	1,088
Bank Account		31,339	39,647
		<u>35,528</u>	<u>42,381</u>
<b>Current Liabilities</b>			
Creditors : Short Term	h	380	946
		<u>380</u>	<u>946</u>
<b>Net Current Assets/(Liabilities)</b>		<u>35,148</u>	<u>41,435</u>
<b>Total Assets less Total Liabilities:</b>		<u><u>585,148</u></u>	<u><u>591,435</u></u>
<b>Represented By:</b>			
Restricted Funds	i	560,655	557,583
Unrestricted Funds:	i		
i/ Designated Fund for maintenance of Building/Displays		10,000.00	10,000.00
ii/ Designated Fund for collection acquisitions		<u>10,000.00</u>	<u>10,000.00</u>
Sub-Total		20,000	20,000
Unrestricted Reserves		4,493	13,852
		<u><u>585,148</u></u>	<u><u>591,435</u></u>

**As at 31 December 2023**

The trustees consider that for the period ended 31 December 2023; the charity was entitled to exemption from audit or Independent Examination under The Charities Act 2011 (Accounts and Audit) Order 2015, relating to smaller charities, given the level of annual turnover.

**Trustees' responsibilities:**

- The members have not required the company to obtain the audit of its accounts for the year in question in accordance with the legislation.
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to Charities subject to small charities accounting regime.

The financial statements on pages 8 and 9 were approved by the board of trustees on 25/10/24 and signed on its behalf by

Kathryn Reilly Kathryn Reilly (Co-Chair)

Lisa Redding Lisa Redding (Co-Chair)

Ian Redding Ian Redding (Treasurer)

**DEAL MARITIME AND LOCAL HISTORY MUSEUM**  
**(A Charitable Incorporated Organisation)**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2023**

**1. Accounting policies**

**(a) Basis of preparation**

- (i) These accounts are the Accounts of DEAL MARITIME AND LOCAL HISTORY MUSEUM.
- (ii) They have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (iii) The recommendations of the Statement of Recommended Practice have been followed in the preparation of these accounts.

**(b) Fund Accounting**

- (i) The Charity's general fund consists of funds, which the Charity may use for its purposes at its discretion.
- (ii) The Charity's restricted funds are those where the donor has specifically imposed restrictions on the use of the funds, or where fund-raising has been for a specified purpose, and which are legally binding.

**(c) Voluntary Income**

- (i) All voluntary income is included upon receipt.
- (ii) Grants received are credited to income immediately.

**(d) Investment Income**

Credit is taken for interest when the interest falls due for payment.

**(e) Administration Expenditure**

Administration expenditure comprises costs incurred in running the Charity. Where applicable, some of these costs have been treated as direct charitable expenditure.

<b>(f) Debtors</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
	<b><u>0</u></b>	<b><u>0</u></b>

**(g) Stock**

This reflects the value of stock held, at the value of their purchase/production price.

<b>(h) Creditors</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Short-term:		
Bronwen Robson	0	309
Kathryn Reilly	0	81
Sharon Powell	0	480
Suzanne Green	0	76
Helen Robertson	<u>380</u>	<u>0</u>
	<b><u>380</u></b>	<b><u>946</u></b>



## (i) Cash Movement 2023

Fund	Balance B/F	Income	Sub-Total	Expended	Balance C/F
<b><u>RESTRICTED</u></b>					
R1 Archive	296	164	460	35	425
R2 Deal Town Council – Greening Grant	0	1,000	1,000	821	179
R2 Deal Town Council – Glass Safety Film	0	1,000	1,000	1,000	0
R2 Deal Town Council – Prev Year Grant Overspend	(50)	0	(50)	*50	0
	(50)	2,000	1,950	1,871	179
R3 Dover District Council (Laptop)	269	0	269	269	0
R4 Photograph Collection – Basil Kidd, etc.	** -4	17	13	0	13
R5 M. Flatteau (Gift)	1,000	0	1,000	1,000	0
R6 Collections Care at Risk	33	0	33	11	22
R7 Pilgrims Trust (De-humidifiers)	90	448	538	276	262
R8 Brighton Royal Pavilion 1	140	0	140	0	140
R8 Brighton Royal Pavilion – Skills Building	0	643	643	643	0
R8 Brighton Royal Pavilion - LGBTQ+ project	2,480	0	2,480	92	2,388
	2,620	643	3,263	735	2,528
R9 Roof Fund	2,123	0	2,123	74	2,049
R10 Other restricted funds (Lifeboat, Marines Exhibition, etc.)	1,202	0	1,202	0	1,202
R11 Lottery Heritage Fund – Info-Point	0	10,000	10,000	5,886	4,114
<b>SUB-TOTAL</b>	7,583	13,272	20,855	10,200	10,655
Museum Buildings Valuation	550,000	0	550,000	0	550,000
<b>TOTAL RESTRICTED</b>	557,583	13,272	570,855	10,200	560,655
<b><u>UNRESTRICTED</u></b>					
General Fund	33,852	10,058	43,910	19,417	24,493
<b>TOTAL FUNDS</b>	591,435	23,330	64,765	29,617	35,148
* Adjustment for previous year overspend					
** Previous overspend of restricted income recovered					

**(J) Deal Maritime and Local History Museum****Detailed Income & Expenditure****For YEAR ENDED 31ST DECEMBER 2023**

	UNRESTRICT FUND	RESTRICT FUND 1 Archive	RESTRICT FUND 2 Deal Town Council	RESTRICT FUND 3 Dover DC Laptop	RESTRICT FUND 11 Heritage Lott. Fund Info Point	RESTRICT FUND 5 Gift -M Flatteau	RESTRICT FUND 9 Roof +	RESTRICT FUND 7 Pilgrims Trust - Dehumid	RESTRICT FUND 8 Roy Pavil LGBTQ+ Skill Build	RES. FUNDS 4, 6 & 10 Marines, Coll Care, MODES, etc	TOTAL
<b><u>Incoming Resources</u></b>	£	£	£	£	£	£	£	£	£	£	£
Heritage Lott Fund – Info Point					10000						10000
Pilgrims Trust - Dehumidifiers								448			448
Deal Town Council			2000								2000
Royal Pavilion									643		643
Bank interest	25										25
Subscriptions	836										836
Refreshment Sales	66										66
Donations	1090	164								17	2271
Shop Sales	4489										4489
Entrance	3387										3387
	10058	164	2000	0	10000	0	0	448	643	17	23330
<b><u>Outgoing Expenditure</u></b>											
Advertising	559										559
Archives		35									35
Bank Charges	58										58
Business Planning Costs	124										124
Cleaning	95										95
Collections Care	1556							276		11	1843
Computer and Software	406			269	5760				79		6514
Electric - EDF	1501										1501
External Membership	118										118
Fund Raising Expenses	375										375
Gardening	0		821								821
General Exhibition Costs	1027					1000					2027
Health and Safety	932		1000								1932
Insurance	1237										1237
Legal Fees	35										35
Miscellaneous Purchases	107				67						174
Office Expenses	381										381
PayPal charges	2										2
Postage and Stamps	77										77
Premises Expenses	3206						67				3273
Professional Fees	4800										4800
Refreshments	34				59				13		106
Repairs & Renewals	160						7			98	260
Shop Purchases	1824										1824
Sundry Expenses	22										22
Telephone - Vodafone	319										319
Training Projects	0								643		643
Water	129										129
Webhosting	247										247
Zettle & Stripe Charges	86										86
TOTAL EXPENDITURE	19417	35	1821	269	5886	1000	74	276	735	109	29617
	-441	-491	-320	-918	0	1000	-149	90	2480	-1240	11

**(k) Deal Maritime & Local History Museum**  
**Summary Restricted v Unrestricted**  
**Income & Expenditure y/e 31 Dec 2023**

<b><u>Incoming Resources</u></b>	<b>UNRESTRICTED</b>	<b>RESTRICTED</b>	<b>2023 TOTAL</b>	<b>2022 TOTAL</b>
SE Museums – Accreditation Help + Basil Kidd				1750
Heritage Lottery – Info Point		10000	10000	
Pilgrims Trust - Dehumidifiers		448	448	490
Brighton Royal Pavilion		643	643	2480
Deal Town Council		2000	2000	575
Gifts				1000
Bank Interest	25		25	
Subscriptions	836		836	241
Donations - General	1090	181	1271	2555
Donations – At Entrance	3387		3387	2198
Shop Sales	4489		4489	3468
Refreshments Sales	66		66	
Quiz Night/Events	165		165	535
Gift Aid				543
<b>TOTAL INCOME</b>	<b>10058</b>	<b>13272</b>	<b>23330</b>	<b>15836</b>
<b><u>Outgoing Expenditure</u></b>				
Advertising	559		559	326
Archives		35	35	944
Bank Charges	58		58	
Business Planning Costs	124		124	
Cleaning	95		95	18
Collections Care	1556	287	1843	1972
Computer and Software	406	6128	6514	968
Electric - EDF	1501		1501	1268
Exhibition Costs General	1027	1000	2027	104
External Membership	118		118	50
Fund Raising Expenses	375		375	67
Gardening		821	821	182
Health and Safety	932	1000	1932	376
Insurance	1237		1237	908
Legal Fees	35		35	0
Miscellaneous Purchases & Sundry Expenses	129	67	174	300
Office Expenses	381		381	139
Photograph Fund				564
Postage and Stamps	77		77	73
Premises Expenses	3206	67	3273	1240
Professional Fees	4800		4800	4875
Refreshments	34	72	106	
Repairs & Renewals	160	100	260	
Shop Purchases	1824		1824	926
Telephone - Vodafone	319		319	340
Training		643	643	
Water	129		129	114
Webhosting	247		247	177
Zettle, Stripe, & PayPal Charges	88		88	76
<b>TOTAL EXPENDITURE</b>	<b>19417</b>	<b>10200</b>	<b>29617</b>	<b>15825</b>
<b>Surplus/Deficit</b>	<b>-9359</b>	<b>3072</b>	<b>-6287</b>	<b>11</b>